

Revision Date: July 2010

Chapter: Contract Coverage Procedures

Section: Optional Contract Provisions for County Schools

Subsection: Optional Membership for Part-Time Employees

Heading:

Impact to Page Numbers: No

Legend: Deleted/Replaced - Added/Revised

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The following provisions are optional benefits that county schools may ~~contact~~ **contract** for:

OPTIONAL MEMBERSHIP FOR PART-TIME EMPLOYEES (G.C. SECTION 20325)

Regular part-time employees who are excluded from CalPERS membership because they work less than an average of 20 hours per week (pursuant to G.C. section 20305) may individually elect to become members if a County Superintendent of Schools, a school district, or a community college district adopts a resolution and transmits it through the County Superintendent of Schools to the CalPERS Board. The resolution will not be effective until received by CalPERS. A sample resolution may be obtained from CalPERS, ~~Contract Maintenance Unit~~ **upon request**.

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Employer Cost: This amendment does not affect the employer contribution rate since the cost of the benefit is payable in lump sum. The cost of the benefit will be calculated after the expiration of the designated period and after the additional service credit has been credited to all eligible members.

To avoid interest charges, payment in full must be made within 30 days of the billing date. Otherwise, ~~four payments, semi-annual installment payments including interest, will be~~ **interest charges can be** scheduled ~~within a two-year period for up to five years- from the billing date with~~ **the minimum of annual installments.**

Employee Cost: None.

2. **CalPERS** ~~The Contract Maintenance Unit~~ will provide the Resolution of Intention and other documents to be adopted by the governing body. G.C. section 7507 requires that cost implications incurred by an increase in retirement benefits must be made public at a public meeting at least two weeks prior to the adoption of the final resolution. The County Superintendent of Schools will establish a designated period and identify the district and/or classifications or groups eligible for the additional service credit. If the Resolution does not identify a specific district and/or classifications, all employees who retire during the designated period will receive the additional service credit.

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4. The Government Code provides that the final documents, which actually amend the agency's contract, cannot be adopted by the governing body earlier than 20 days following the adoption of the Resolution of Intention documents. Upon receipt of the properly adopted Resolution of Intention with the required certifications, ~~the Contract Maintenance Unit~~ CalPERS will send the final documents and instructions.
5. After the contract has been amended to include Section 20904, the County Superintendent of Schools may provide an additional designated period for granting two years of additional service credit for school members. ~~The Contract Maintenance Unit~~ CalPERS provides the resolution and documents necessary to establish additional designated periods upon request from the Office of the County Superintendent of Schools. If the Resolution does not identify a specific district and/or classifications, all employees who retire during the designated period will receive the additional service credit. The school districts within that county may request the Superintendent of Schools to pass a resolution to establish a designated period for certain classifications within that school district. Since CalPERS contracts with the County Superintendent of Schools and not the individual school districts, all correspondence requesting designated periods and the resulting resolutions must be adopted by the Office of the County Superintendent of Schools. Any number of designated periods may be established, but not overlap.
6. After the expiration of each designated period, the Office of the County Superintendent of Schools will be notified of the actual cost of the additional two years of service credit which was granted to the eligible members who retired during that period. Payment in full may be remitted within 30 days to avoid an interest charge; or ~~four payments~~, semi-annual installment payments including interest charges, ~~will be~~ can be scheduled within a two-year period for up to five years from the billing date. ~~with the minimum of annual installments.~~